



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE OHIO

Policy Memo 2004-PK-003

MEMORANDUM FOR SEE DISTRIBUTION

26 Feb 2004

FROM: HQ AFMC/PK
4375 Chidlaw Road, Room S208
Wright-Patterson AFB OH 45433-5006

SUBJECT: Interim AFMCFARS Change, Establishment of ABW Commander as
Installation Commander

1. The attached interim change to the AFMCFARS is effective 1 Mar 04 to coincide with the establishment of the ABW commanders as installation commanders. It addresses the flow of contracting authority and other specified AFMC/PK authorities and delegations to the Senior Center Contracting Officials (SCCO) for both center actions and ABW contracting unit actions. Further, by flowing this authority through the SCCOs, it reinforces their responsibility and accountability for managing all local contracting processes and policy dissemination. Finally, it gives certain authorities and responsibilities to the ABW commander for installation requirements (e.g., acquisition plan approval) that were previously vested in the center commander.
2. Please direct any questions regarding this matter to Rosanne Romanchek, HQ AFMC/PK, email: Rosanne.Romanchek@wpafb.af.mil, Commercial (937)257-7421/DSN 787-7421.

A handwritten signature in black ink, reading "Thomas S. Wells".

THOMAS S. WELLS, SES
Director of Contracting

Attachment:
Interim AFMCFARS Changes

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ATTACHMENT

INTERIM AFMCFARS CHANGE

Effective 1 March 2004

PART 5301—FEDERAL ACQUISITION REGULATIONS SYSTEM

SUBPART 5301.3—AGENCY ACQUISITION REGULATIONS

5301.304-91 Use and approval of provisions/clauses not published in FAR Part 52.

Each Senior Center Contracting Official (SCCO) shall establish a system to ensure that provisions/clauses developed by the center and the ABW contracting unit comply with the control and compliance procedures established in FAR Subpart 1.3 as supplemented.

SUBPART 5301.4—DEVIATIONS FROM THE FAR

5301.403 Individual deviations.

For Other Contracting, authority is redelegated to the SCCO, without power of further redelegation, to approve individual deviations from the FAR, DFARS, AFFARS, and this supplement. This authority applies to both center and ABW contracting unit actions.

5301.404 Class deviations.

(b)(ii) Approval authority for class deviations for Other Contracting is delegated to the AFMC Director and Deputy Director of Contracting. Submit requests for FAR, DFARS, AFFARS, and AFMCFARS class deviations for Other Contracting through the SCCO to HQ AFMC/PKP for processing. Furnish local legal office coordination with the request.

SUBPART 5301.6—CAREER DEVELOPMENT, CONTRACTING AUTHORITY, AND RESPONSIBILITIES

5301.601 General.

(a)(i)(B) The AFMC Commander, as HCA for Other Contracting, delegates all delegable HCA authorities to the AFMC Director and Deputy Director of Contracting and establishes these individuals as designees of the HCA when regulation provides authority to the HCA or designee. These authorities are redelegated to the SCCO for both center and ABW contracting unit actions.

(a)(ii) The AFMC Commander delegates general contracting authority to the AFMC Director and Deputy Director of Contracting. The AFMC Director of Contracting redelegates this authority to the SCCO with power of further redelegation to both center and ABW contracting unit personnel.

5301.602-2 Responsibilities.

(c)(i) The SCCO and the local staff judge advocate or servicing legal office shall establish legal review requirements for both center and ABW contracting unit actions.

5301.603-1 General.

The SCCO is delegated the authority, without power of further redelegation, to appoint contracting officers for both the center and the ABW contracting unit and shall establish procedures for the selection, appointment, and termination of contracting officers.

SUBPART 5301.90—CLEARANCE

5301.9001 Policy.

(b) The SCCO shall establish clearance procedures for both center and ABW contracting unit Other Contracting actions.

PART 5302—DEFINITIONS OF WORDS AND TERMS

SUBPART 5302.1—DEFINITIONS

5302.101 Definitions.

"Chief of the Contracting Office (COCO)," as used in the FAR, DFARS, AFFARS, and this supplement, means the Buying Office Contracting Official (BOCO) for PEO contract actions. For Other Contracting, "COCO" means chief of the ABW contracting unit or the first contracting official in the center contracting chain subordinate to the Senior Center Contracting Official (SCCO).

PART 5303—IMPROPER BUSINESS PRACTICES AND PERSONAL CONFLICTS OF INTEREST

SUBPART 5303.1—SAFEGUARDS

5303.104-4 Disclosure, protection, and marking of contractor bid or proposal information and source selection information.

(a) For Other Contracting, individuals within HQ AFMC are authorized access to contractor bid or proposal information and source selection information if needed to perform their official duties. SCCOs are authorized to designate persons or classes of persons allowed to access contractor bid or proposal information and source selection information as needed for both center and ABW contracting unit actions.

PART 5307 – ACQUISITION PLANNING

SUBPART 5307.1 – ACQUISITION PLANS

5307.104-90 Acquisition Strategy Panels (ASPs).

(b) ASP Chairperson for center acquisitions is the Center CC, CV, or CD; this authority may not be redelegated for acquisitions involving the Air Force Source of Repair Assignment Process (SORAP). ASP Chairperson for installation requirements is the ABW Commander.

5307.104-92 Air Force procedures for acquisition plans.

(c) For center Other Contracting, the Center Commander is the AP approval authority. For installation requirements, the ABW Commander is the AP approval authority.

PART 5315—CONTRACTING BY NEGOTIATION

SUBPART 5315.3—SOURCE SELECTION

5315.303 Responsibilities.

(a) The SSA for Other Contracting source selections using Median and Agency procedures is the Center Commander for center acquisitions and the ABW Commander for installation requirements.